



**MINUTES OF THE PUBLIC HEARING
MONDAY, JUNE 15, 2020
AT 200 HIGHLANDS BOULEVARD DRIVE
BY VIDEO CONFERENCING ON ZOOM AND ALSO OPEN FOR
THE PUBLIC AT 200 HIGHLANDS BOULEVARD DRIVE
REGARDING THE COMMUNITY DEVELOPMENT BLOCK GRANT**

Mayor Mike Clement called the Public Hearing of the Board of Aldermen to order at 7:00 p.m.

Roll call showed those present were Alderman Huether, Alderman Nolte, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Toben, and Mayor Clement. A quorum was present.

A following notice of the public hearing was then read:

"The City of Manchester, Missouri will hold a public hearing to discuss the estimated allocation of \$24,300 in Community Development Block Grant (CDBG) funds which will become available after January 1, 2021. The public hearing will be held at 7:00 p.m. on Monday, June 15, 2020 at Manchester Justice Center, 200 Highlands Boulevard Drive, Manchester, MO 63011."

Mayor Clement advised that first the proponents would speak, then the opponents, and the comments from the public, followed by questions from the members of the Board of Aldermen or the City Staff.

Director of Planning, Zoning, and Economic Development Melanie Rippetoe, speaking as a proponent, stated this is issued through St. Louis County, all Cities are allocated a certain amount of money of which Manchester has been using for single family homes. People can apply for these funds and if they can qualify, they can receive up to \$5,000 dollars to assist them with projects around their house.

Alderman Ottenad asked if the \$24,000 is the same amount as last year. Director Rippetoe clarified the amount is \$24,300 and answered it is the same amount and has not gone up in the last few years.

Mayor Clement closed the public hearing at 7:06 p.m.

Respectfully Submitted,

Michelle Melugin
Deputy Clerk

Note: *This is a journal of the Public Hearing from June 15, 2020, (summary); not a verbatim transcript regarding a proposed Community Block Grant. If a recording of the public hearing is desired, please contact City Hall.*



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, JUNE 15, 2020
VIDEO STREAMED AND ALSO OPENED
TO THE PUBLIC AT 200 HIGHLANDS BOULEVARD DRIVE**

1. CALL TO ORDER

Mayor Mike Clement called the Regular Board of Aldermen meeting to order at 7:06 p.m.

2. ROLL CALL AND STATEMENT OF QUORUM

Roll call showed those present were Alderman Huether, Alderman Nolte, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Toben, and Mayor Clement. A quorum was present.

3. APPROVAL OF THE MINUTES

a. Minutes of the Monday, June 1, 2020 Regular Board of Aldermen Meeting

Alderman Ottenad made the motion to approve the Minutes of the Monday, June 1, 2020 Regular Board of Aldermen Meeting. The motion was seconded by Alderman Hamill and carried unanimously, with no objections from any members of the Board of Aldermen.

4. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Alderman Hamill made the motion to approve the Order of Items on the Agenda, as submitted. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

5. CONSIDERATION OF PETITIONS AND COMMENTS FROM THE PUBLIC

a. Comments from the Public

Mr. Wayne Martin, 415 Cardiff Lane, wanted to discuss Manchester's contract and asked if Manchester has their own inspectors. City Administrator Perney answered Manchester does have their own inspectors. Mr. Martin stated the streets are atrocious. He said yes, the streets look great but the damage that they caused fixing the streets is left behind.

Mr. Martin stated he knows that Manchester takes the lowest bid. Mayor Clement corrected him and said Manchester takes the qualified lowest bid and can do the work.

Mr. Martin asked how many bids they got for the street replacement. The Mayor answered with 4 or 5 businesses. They had more discussions about the company and the street replacement project.

Mr. Martin asked if there are steps if the protesting comes out to Manchester. Mayor Clement answered that Manchester does have steps in place. Mayor Clement said that he has high trust in our Police Chief and our whole Police Department.

Alderman Toben wanted to let Mr. Martin know that he has sent off all this information to the Director of Public Works and there will be action taken. He believes there will be continued action taken regarding the contractors and their quality of work. He did want everyone to know that some of the broken material off the sewer drains that could also be caused by something else.

Mr. David Kraus, 502 Lalor, stated he wanted to talk about the adoption of a chicken ordinance in Manchester. He would like to petition the Board of Aldermen to reconsider the chicken ownership. He spoke to many people in his neighborhood that are overwhelmingly in favor of chicken ownership.

Ms. Amanda Hood, 585 Arblay Place, stated she is the one that started the change for legislation over chickens. She hopes that Manchester changes and permits chickens.

b. Consideration of Liquor License Renewals

City Clerk Justin Klocke stated that he submitted the memo for the renewal of the liquor licenses for the 2020-2021 year. He listed all liquor license application.

Alderman Hamill made the motion to approve the liquor license renewals and the new liquor licenses for 2020-2021. The motion was seconded by Alderman Ottenad and carried unanimously, without any objections from any members of the Board of Aldermen.

c. Consideration of New Liquor Licenses

City Clerk Justin Klocke stated that he submitted the memo for the new liquor licenses for the 2020-2021 year. He listed Walgreens and Walmart since they are requesting new managing officers.

6. REPORTS FROM THE MAYOR

a. Mayoral Report

Mayor Clement stated that the July Board of Aldermen meeting will be back at the Justice Center. They will adhere to the social distancing requirements.

Mayor Clement wanted to acknowledge and thank everyone for the food drive. They received 4,000 plus pounds of food. Circle of Concern said it was one of the best food-drives they have participated in.

Mayor Clement announced Manchester is holding another blood drive June 25, 26, and 27. The blood drive will be held at the Justice Center.

Mayor Clement acknowledged Vision for Vets. This program normally meets in Fontbonne but has not been able to meet there. Manchester found them a pavilion that they can meet at for the time being.

Mayor Clement stated that business licenses were due May 15 and we are coming to an end at receiving them but there are still quite a few that still need to come in.

Alderman Huether announced St. Louis County Public Health, who is a supporter of Manchester's electronic recycling and composting efforts are looking to do their own electronics recycling efforts in the County.

7. REPORTS FROM THE CITY ADMINISTRATOR

a. Police Department Accreditation Report - Capt. Craig Smith

Captain Craig Smith stated he is moving right along and hopes to be finished writing the policies by the end of June. He needs to obtain the documentation and the proofs that will show we are following these policies. He has written 189 policies, rewritten and formulated 76 training manuals, 142 different forms, 19 different training videos, formulated and created diagrams for accident reports, created 37 different intersection diagram template for accident reports, and also issued 5 different special orders. He thinks he still has 10 policies to write.

Alderman Ottenad thanked Captain Smith for his dedication and work on the task.

Captain Smith stated that he has learned a lot, and the policies will hold everyone accountable. All of them will meet the State standards but most will exceed the State standards.

Alderman Ottenad asked how long until accreditation. Captain Smith answered that it is a three-year process. They have a projected date of Winter 2022; however, if he can get all the documentation, they could be certified by Summer of 2022.

Mayor Clement stated that having the policies written was a big hurdle. Captain Smith answered that is correct, writing policies are the biggest hurdle. It is a very long process.

Alderman Baumann asked how the officers are learning the policies. Captain Smith answered for the most part has not had any issues. Most of these they were doing daily that they did not realize they were doing until they put it in writing.

Chief of Police Scott Will stated that one of the policies is that they must make them available to everyone and must show that everyone understands them. They have a computer system where they read it, they must acknowledge that they understand it.

Chief Will stated this is very time consuming but it is worth it. It makes the department look at themselves. It was a good police department before but now quantifying it professionally run by policy for the department. It is good for the public and good for the department.

Mayor Clement stated that the Chief along with the City Administrator and himself looked at police policies and training and that review will continue. Mayor Clement thinks there are things they can do to be more open with the public. He believes in the next couple weeks they will have some minor changes.

b. List of Paid Bills (Warrant dates of 05-31-2020 to 06-13-2020)

City Administrator Perney submitted a list of paid bills for review by the Board.

c. City Administrator Report

City Administrator Larry Perney stated they received bid results for the General Obligation Bonds, along with the new Ordinance with the numbers. They had seven bids and Commerce Bank lowest bid at 1.71 percent interest rate. The highest rate was 1.9, with there being a \$262,000 difference. It was a great time to sell bonds.

City Administrator Perney stated that they received some numbers regarding sales tax for April. He said that for the general fund we were down 4.4 percent, which he

projected higher than that. We still want to wait and see how we are do moving forward. He said that at a six-month total is 1.2 percent down.

Alderman Hamill asked if that represents the entire month of April. City Administrator Perney answered yes.

Director of Finance Don Yucuis stated that when the City Administrator presented the budget projections that became the target going forward. He will be sending out a report that will be taking the recommended budget cuts as a new target and using our year to dates and percentages to that. He said the department heads have been instructed to use that as their guideline for their expenses with the recommended budget cuts.

Director Yucuis stated that the annual audit should be getting the final numbers this week. Once he receives the numbers, he will be able to finish the staff portion of the report. The turnaround time is quick and then it goes back to the audit company so she can compile the whole audit printed. The target date is next Friday, June 26.

City Administrator Perney asked when the first report will be to the Board. Director Yucuis answered they are hoping for the second meeting in July.

Alderman Baumann asked about the 4.4 percent and if they have a dollar amount. City Administrator Perney answered it is \$21,043 in the general. He said that if they take all funds with sales tax, Manchester is up, which is deceiving since Costco did not pay their sales tax last June, so it showed in July.

Mayor Clement asked for confirmation that the swearing in of officials will be at the next meeting, the first of July. City Clerk Justin Klocke stated that if we receive the certification from St. Louis County, then the swearing-in ceremony will happen.

8. REPORTS FROM COMMITTEES

a. Planning and Zoning Commission

No Report.

b. Veterans Commission

Alderman Huether stated they have a young man by the name of Eric Walk who is a Parkway South Middle graduate. He approached her, Park Director Schien, the Mayor and her about the Eagle Project relating to the Veterans Memorial. Currently there is an outdated non-user-friendly way for folks to find their loved one's paver at the Memorial. Mr. Walk is working on an interface that is much more user friendly.

Alderman Huether stated that Mr. Walk is also looking at ways to profile and have the information for the 26 heroes that we have memorialized in our Flags of Valor.

Alderman Huether stated that he is going in front of his approval board for his Eagle Project shortly, so they plan to invite him to present at both the Veterans Commission and Board of Aldermen.

c. Homecoming Committee

Alderman Ottenad stated they met on June 10. She was not able to make it but Director Schien gave her an update. The Committee did decide to host a couple smaller events in lieu of Homecoming. They are thinking of a parade and a car show with food, drinks, and music. They are talking about either a bike ride or fun run.

Alderman Ottenad stated they are still doing a Grand Marshall, Citizen of the Year and Business of the Year. They are now accepting applications.

9. ACTION ON OLD LEGISLATION

a. BILL NO 20-2049 - AN ORDINANCE AUTHORIZING AND DIRECTING THE ISSUANCE, SALE, AND DELIVERY OF GENERAL OBLIGATION BONDS, SERIES 2020, OF THE CITY OF MANCHESTER, MISSOURI

Alderman Baumann read for the second time Bill #20-2409, entitled: "AN ORDINANCE AUTHORIZING AND DIRECTING THE ISSUANCE, SALE AND DELIVERY OF GENERAL OBLIGATION BONDS, SERIES 2020, OF THE CITY OF MANCHESTER, MISSOURI; PRESCRIBING THE FORM AND DETAILS OF SAID BONDS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH", by title only.

Alderman Baumann made the motion that Bill #20-2409 become Ordinance #20-2294. The motion was seconded by Alderman Hamill.

A poll of the Board showed:

Alderman Toben - aye
Alderman Baumann - aye
Alderman Ottenad - aye
Alderman Huether - aye
Alderman Nolte - aye
Alderman Hamill - aye

Mayor Clement announced that the motion passed 5 - 0, with no objections from the Board of Aldermen.

10. ACTION ON NEW LEGISLATION

a. BILL NO 20-2410 - CONFLICT OF INTEREST BIENNIAL ADOPTION

Alderman Nolte read Proposed Bill #20-2410, entitled: "AN ORDINANCE RE-AFFIRMING THE PROVISIONS OF SECTIONS 120.010 THROUGH 120.070 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, MISSOURI WHICH ESTABLISHES A PROCEDURE TO PROVIDE FOR THE DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTEREST FOR CERTAIN MUNICIPAL OFFICIALS OF THE CITY OF MANCHESTER, MISSOURI", by title only.

Nothing further action was required.

b. RESOLUTION NO 20-0754 - 2021 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION AUTHORIZATION

Alderman Huether read the Proposed Resolution #20-0754, entitled: "A RESOLUTION OF THE CITY OF MANCHESTER BOARD OF ALDERMEN ENDORSING THE 2021 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM MUNICIPAL APPLICATION", by title only.

Alderman Huether made the motion for approval of Resolution #20-0754. The motion was seconded by Alderman Ottenad and carried unanimously, without any objections from any members of the Board of Aldermen.

c. RESOLUTION NO 20-0755 - SPECIAL USE EXTENSION AUTHORIZATION - 14401 MANCHESTER ROAD

Alderman Baumann read the Proposed Resolution #20-0755, entitled "A RESOLUTION AUTHORIZING A FOURTH EXTENSION OF TIME FOR THE EXPIRATION OF A SPECIAL PERMIT FOR 14401 MANCHESTER ROAD", by title only.

Alderman Baumann stated that the last time that the Board saw Randy Green was at a Board meeting in September or October and he had thought they were a couple weeks away. He has been receiving questions as to why it is taking so long, why it looks so bad, why is there no grass yet and why no building yet. He said even though he is reading this tonight, he does not support the resolution

Mayor Clement stated this is the fourth three-month extension and it is not a very good record.

Mr. Randy Green stated that every month he writes a check to the bank for \$11,000 to pay interest on this loan to get this project done. He said all their money is in place and they are personally not delaying this. He said he has been through the ringer and back on this project and has gone through 6 or 7 agencies, he has MSD approval, traffic study through MoDOT approval, and zoning approval. He said he submitted all the drawings back in January, they have had questions and they have been addressed.

Mr. Green stated that he understands that Mr. Bill Long is his last piece of the puzzle. Mr. Long is with Highways and Traffic from St. Louis County. He is supposed to be getting a Land Disturbance Permit this week. If they get this permit, they can start construction.

Mr. Green stated that regarding the weeds and grass, they hired a company all last year to be taking care of it and if they were not doing a good job he apologizes. They do not want to invest all this money into this corner, and everyone is all up in arms and thinking they are not keeping up with this project.

Alderman Toben asked who the City needs to contact in St. Louis County to push this project through.

Mr. Green answered his next step was to call the County Executive. He has been in contact with numerous people in St. Louis County.

Director of Planning, Zoning, and Economic Development Melanie Rippetoe stated that she did contact St. Louis County today and was told they still have 6 open permits there that still have not been issued, 7 if you count the demo permit which still has not been finalized. She was told that the footing and foundation is ready to go except that they are waiting on the Land Disturbance Permit and the health approval. She was told that St. Louis County is still waiting on plans for the Land Disturbance Permit.

Director Rippetoe stated that the actual full permit which includes mechanical, plumbing, electrical, everything beyond the foundation is still waiting on things from each entity.

Mayor Clement asked if they are still waiting and needs a response from Mr. Green, he wonders what the hold has been up.

Mr. Green answered it has not been him, he has submitted everything.

Alderman Hamill asked Director Rippetoe since she spoken to St. Louis County if Covid has been the factor in the County's response.

Director Rippetoe answered St Louis County did say that Covid has played a part in their plan review, however, they have tried reaching out and haven't had any response from them so she is not sure if Covid is having that much of an impact.

Alderman Hamill asked what happens if the Board denies the extension.

Director Rippetoe answered the Special Use Permit is void. The gas station cannot operate without a special use permit.

Mayor Clement asked what would happen.

Director Rippetoe answered they would have to start all over again and reapply. She said she believes they have a site plan that is getting ready to expire in October.

Mayor Clement asked if the process would still be ongoing with the County.

Director Rippetoe answered that it is questionable. She discussed the difference of the approval from St. Louis County and Manchester along with the Special Use Permit.

Alderman Huether asked if there were any implications relative to the bond.

Director Rippetoe answered as far as landscaping and improvements, those bonds could be released and redone at the time to return to green space.

Alderman Toben stated the delay in the process and the sounds of it they will be able to build this with all these approvals getting reinstated, he wonders what the delay would be if we deny this how long will it take.

Director Rippetoe answered that it is hard to give a timeline but, on her end, probably two to three months.

Alderman Ottenad asked if the City must do a 90-day extension. Director Rippetoe stated that she believes it is up to 90 days. A discussion ensued of how long the extension should be.

Director Rippetoe stated her concern is when the footing and foundation permit is issued and they get done in that time period, there will still be a hold-up on the rest of the building permits and get stuck on a partial build. She would encourage full building approval.

Alderman Toben made the motion to amend the Resolution to require a full building permit through the expiration date of the first aldermanic meeting on August 3, 2020. The motion was seconded by Alderman Huether

Alderman Baumann read the Amended Resolution #20-0755, entitled "A RESOLUTION AUTHORIZING A FOURTH EXTENSION OF TIME FOR THE EXPIRATION OF A SPECIAL USE PERMIT FOR 14401 MANCHESTER ROAD", by title only.

Alderman Baumann made the motion for approval of Amended Resolution #20-0755. The motion was seconded by Alderman Ottenad. Alderman Baumann and Alderman Nolte opposed. The motion was passed 4 to 2.

Mr. Green stated he will be in contact with the Board to show them that he wants to get this project going.

Alderman Baumann stated that the people that Mr. Green hired to keep the yard clean, he probably needs to have a conversation with them.

11. MISCELLANEOUS

a. Comments from the Public

There were none.

12. EXECUTIVE SESSION

a. Closed Session: Pursuant to Section 610.021 (1) of the Revised Statutes of the State of Missouri pertaining to legal actions, causes of action of litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and it's attorneys.

Alderman Hamill made the motion to go into Closed Session: Pursuant to Section 610.021 (1) of the Revised Statutes of the State of Missouri Pertaining to legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communication between public governmental body or its representatives and it's attorneys. The motion was seconded by Alderman Toben.

A poll of the Board showed:

Alderman Nolte - aye
Alderman Hamill - aye
Alderman Toben- aye
Alderman Baumann - aye
Alderman Ottenad - aye
Alderman Huether - aye

Mayor Clement stated the vote passed 6 - 0 to go into a Closed Session, with no objections from the Board.

13. ADJOURNMENT

There being no further business, Alderman Nolte made the motion to adjourn. The motion was seconded by Alderman Toben. Mayor Clement announced the motion carried unanimously, with no objections from the members of the Board of Aldermen. The meeting was adjourned at 8:37 p.m.

Respectfully submitted,
Michelle Melugin
Deputy City Clerk

Note: *This is a journal of the Regular Board of Aldermen Meeting on June 15, 2020, (summary); not a verbatim transcript regarding a proposed Community Block Grant. If a recording of the public hearing is desired, please contact City Hall.*